

CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION

MINUTES OF THE MEETING

DATE: January 10, 2011

TIME: 4:30 p.m.

PLACE: Community Room, Battell Community Center

PRESENT: Reg Wagle, John Coppens, Carolyn Teeter, Ellen West and Mike Bergin

ALSO PRESENT: Mike Faulkner, George Fowler, Richard Frye and Michelle Wotring and Robert C. Beutter, Esq.

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Meeting was called to order at 4:34 p.m. Mrs. Teeter moved to elect Mr. Beutter as the acting chair to facilitate the election of officers. Mrs. West seconded the motion and the motion carried unanimously. Mr. Beutter as Acting Chair then opened the nominations for the various elected Park Board positions. Nominations were made, seconded and then closed for each position.

A summary of the election process is below:

<u>Motion Made By</u>	<u>To Nominate</u>	<u>For Position of</u>	<u>Motion Seconded by</u>	<u>Motion to Close Elections</u>	<u>Motion Seconded by</u>
Carolyn Teeter	Reg Wagle	President	John Coppens	Carolyn Teeter	Mike Bergin
Mike Bergin	John Coppens	Vice President	Carolyn Teeter	Carolyn Teeter	Mike Bergin
Ellen West	Carolyn Teeter	Secretary	John Coppens	Mike Bergin	Ellen West

Mr. Coppens moved to accept the officers as elected above and Mr. Bergen seconded it. The motion carried unanimously. These positions, having had nominations made, seconded and accepted, constitute the 2011 elected Park Board Officers.

The Pledge of Allegiance was recited following the election of officers. President Wagle then asked the Board if there were any objections to maintaining the existing committee assignments for 2011 as those from 2010. As there were no objections, committee assignments remained unchanged and consistent with those from 2010. Below is a summary of the assignments for the 2011 Park Board members:

<u>Committee Assignment</u>	<u>Member Assigned</u>
Battell Center	Reg Wagle, Mike Bergin
Budget	Carolyn Teeter, Bob Shriner
River Front	Mike Bergin, Ellen West
Golf Course	John Coppens, Bob Shriner
Recreational Facilities	Reg Wagle, Carolyn Teeter
Personnel	John Coppens, Ellen West
Planning	Ross Portolese (on behalf of the Board)

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OLD BUSINESS:

None at this time.

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NEW BUSINESS:

Donations for Battell Center for the month of December, 2010, totaled \$3,176.62. Mrs. Teeter moved to accept the donations as stated and Mr. Coppens seconded the motion. The motion carried unanimously.

Mr. Wagle called for a motion to approve the minutes of the December 13, 2010, regularly scheduled Park Board meeting. Mrs. Teeter moved to approve the minutes as submitted and Mrs. West seconded it. The motion carried unanimously.

Michelle Wotring, Office Manager for the Department, requested payment approval of claims for the Parks and Recreation Department as shown on the following docket(s):

<u>Docket Number</u>	<u>Amount</u>
1100005	\$36,975.81

Mrs. Teeter moved to approve the claims as presented on the above docket(s) and Mr. Bergin seconded the motion. The motion carried unanimously.

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Monthly Departmental Reports

Mr. Faulkner indicated that a study would be done in 2011 to determine the issues relating to gym wall water seepage damage. He also discussed changing the balcony seating in the auditorium to accommodate additional seating. Mr. Faulkner listed upcoming activities which included the start of Summerfest meetings, preparing 2010 departmental highlights for the Mayor, Let's Move Mishawaka programming, the upcoming schedules for elementary athletics, and preparing the "to-do" list for Central Services. In an effort to incorporate the monthly recreational activities on behalf of Mrs. Maes, he also mentioned that Camp Tawanchi would not be having its day camp in Castle Manor and that the Department was looking at alternative solutions and the possibility of internally staffing and providing a similar program. Mr. Faulkner also told the Board that the Department offered free movies in the auditorium during winter break and those in attendance had a good time. Mr. Faulkner also provided information on the Merrifield Complex facility for the month of December, noting that rental usage was up and open skate hours were adjusted during school winter break. He also reminded the Board that February 4 Merrifield would be hosting "Practice on the Pond" again with the Irish Iciers.

The monthly activities for Battell Community Center for December included: Performances by the Performing Arts Center of "Annie", the Main Stage, Inc. of "White Christmas", and the Michiana Concert Band. Revenue for December totaled \$6,941.04 and building attendance was 3,720.

Mr. Fowler reported to the Board the activities for the golf course maintenance division during December. Equipment was stored from the course, winter maintenance on equipment began, sporadic snow plowing performed, hauling of brush off site was done, and attending seminars were among the items reported.

Mr. Frye provided his monthly report to the Board. Items included the closing of the course early with no rounds played, that he was planning for the 2011 season, that he expected an early spring, and that he would begin posting a monthly article on the City's website. He also stated that the course had had a good start, with a bad middle but had finished strong in November.

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Mr. Wagle then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, a motion for adjournment was made by Mrs. Teeter and seconded by Mr. Bergin. The motion carried unanimously.

Meeting was adjourned at 5:24 p.m.

Submitted for Approval to the Board

Michelle L. Wotring
Office Manager, Parks & Recreation

Approved: _____
Carolyn A. Teeter, Board Secretary